

Registered Public-Safety Leader (RPL) **Recertification Requirements**

Registered Public-Safety Leaders are required to earn a minimum 40 points during the certification cycle in order to maintain RPL certification. The recertification cycle is four years from your certification date. Recertification offers you the opportunity to demonstrate your continued dedication to the public safety industry through recertification. This promotes growth which will result in enhanced leadership skills.

A variety of professional and educational activities are suggested to earn the necessary credits needed to recertify. Listed below are some approved and weighted options to fulfill your 40-point requirement for recertification. A maximum of 15 points may be earned each year. For consideration of recertification points based on alternative activities please contact the APCO Institute. Alternative activities must be designed to benefit and enhance the role of public safety communications

For certification purposes, the term “year” is defined as 12-months from the certification anniversary date. In each case, for a year of activity based upon another calendar definition, credit shall be counted for the certification year during which the majority of that activity occurred.

Note: It is your responsibility to promptly notify the APCO Membership Department of any changes to your contact information.

Membership and Fees:

APCO Membership Status	Must be maintained – a member in good standing
Recertification Fee:	\$150.00 (must accompany completed application form and be properly submitted prior to expiration)
Lapsed RPL Certification Fee	An additional \$50.00 (must accompany completed application form and be properly submitted within 90 days following expiration)

Course Development/Facilitation: 10 point maximum per year

APCO Institute Web Seminar	3 points
APCO Institute Course Development Workgroup	5 points (5 points maximum per year)
Facilitating APCO RPL Course(s)	1 point per week (10 point maximum per year)

<u>Professional Development:</u> 10 point maximum per year	
Education: Must relate to Management, Leadership or Public Safety	Conference Sessions: .5 point per hour Continuing Education: 1 point per CEU College Courses: 3 points per earned credit hour Courses must be submitted to APCO Institute for prior approval. Proof of attendance required (Form/Grades/Certificate)
APCO Chapter Meeting Attendance (1 day or less)	1 point
International, Chapter or Regional APCO Conference Attendance	2 points
<u>Professional Participation:</u> 10 point maximum per year	
Contributing member of APCO-International Committee	5 points per committee per year
Chairing APCO-International Committee	5 points per committee per year
Contributing member of an APCO International Workgroup	5 points per workgroup per year
Service as APCO-International appointed representative on an external committee	5 points per committee per year
APCO Chapter Officer	5 points per year
<u>Outreach:</u> 10 point maximum per year	
Authoring a published article for APCO's Public Safety Communications magazine or other professional publications relative to public safety communications or leadership	3 points
Presenting on public safety communications related subject matter at any industry related conference	3 points

Advocating for legislation that supports the role of public safety communications	3 points
9-1-1 Public Education Activities	1 point per presentation (6 points per year)



Registered Public-Safety Leader (RPL)
Recertification Form
COMPLETE & RETURN TO:
APCO Institute, Inc.
351 N. Williamson Blvd.
Daytona Beach, FL 32114-1112
Phone 386-322-2500 Fax 386-322-9766

NAME: _____ MEMBERSHIP #: _____
EMAIL ADDRESS: _____
DAYTIME PHONE: _____ FAX: _____
AGENCY: _____
AGENCY ADDRESS: _____
CITY: _____ STATE: _____ ZIP: _____

Membership and Fees:

APCO Membership Status: Must be maintained – a member in good standing

Recertification Fee: \$150.00 (must accompany completed application form and be properly submitted prior to expiration)

Lapsed RPL Certification Fee: An additional \$50.00 (must accompany completed application form and be properly submitted within 90 days following expiration)

Recertification Point Accumulation:

You must accumulate a minimum of 40 points during the certification cycle. The recertification cycle is four years from your certification date. A maximum of 15 points may be earned each year. For certification purposes, the term “year” is defined as 12-months from the certification anniversary date. In each case, for a year of activity based upon another calendar definition, credit shall be counted for the certification year during which the majority of that activity occurred.

RPL RECERTIFICATION WORKSHEET

Course Development/Facilitation: 10 point maximum per year

- ☐ APCO Institute Web Seminar: **3 points**
- ☐ APCO Institute Course Development Workgroup: **5 points** (5 points maximum per year)
- ☐ Facilitating APCO RPL Course(s): **1 point per week** (10 point maximum per year)

Course Development/Facilitation Total Points: _____

Professional Development: 10 point maximum per year

- ☐ Education: Must relate to Management, Leadership, or Public Safety
 - Conference Sessions: **.5 point per hour**
 - Continuing Education: **1 point per CEU**
 - College Courses: **3 points per earned credit hour**
- **Courses must be submitted to APCO Institute for prior approval. Proof of attendance required (Form/Grades/Certificates)**
- ☐ APCO Chapter Meeting Attendance (1 day or less): **1 point**
- ☐ International, Chapter or Regional APCO Conference Attendance: **2 points**

Professional Development Total Points: _____

Professional Participation: 10 point maximum per year

- ☐ Contributing member of APCO International Committee: **5 points per committee year**
- ☐ Chairing APCO-International Committee: **5 points per committee year**
- ☐ Contributing member of an APCO International Workgroup: **5 points per workgroup year**
- ☐ Service as APCO-International appointed representative on an external committee: **5 points per committee year**
- ☐ APCO Chapter Officer: **5 points per year**

Professional Participation Total Points: _____

Outreach: 10 point maximum per year

- ☐ Authoring a published article for APCO's Public Safety Communications magazine or other professional publications relative to public safety communications or leadership: **3 points**
- ☐ Presenting on public safety communications related subject matter at any industry related conference: **3 points**
- ☐ Advocating for legislation that supports the role of public safety communications: **3 points**
- ☐ 911 Public Education Activities: **1 point per presentation (6 points per year)**

Outreach Total Points: _____

RPL PROOF OF POINT ACCUMULATION

Course Development/Facilitation:

Date	Name of Course/Seminar/Workgroup	Total Hours	Type of Proof Attached (Any type indicating your participation)

Professional Development:

Date	Name, Description and/or Location	Total Hours/Points	Type of Proof Attached (Any type indicating your participation)

Professional Participation:

Date	Name of Committee and/or Chapter Officer Position and Chapter	Total Points	Type of Proof Attached (Any type indicating your participation)

Outreach:

Date	Name and/or Description of Outreach Activity	Total Points	Type of Proof Attached (Any type indicating your participation)

GRAND TOTAL POINT ACCUMALATION: _____

All information provided by me on this document is said to be true to the best of knowledge. I understand falsifying any information will terminate my RPL recertification and I will not receive a refund.

RPL Print Name

RPL Signature

Date

DO NOT WRITE BELOW: OFFICE USE ONLY

RBW	DR	CIC	TPC	Approval by Director
FWD	FWD Date	FWD	FWD Date	Approval by Director Date